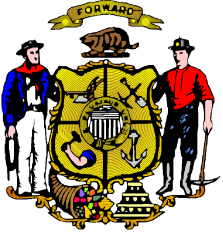


# **2017 ANNUAL REPORT**

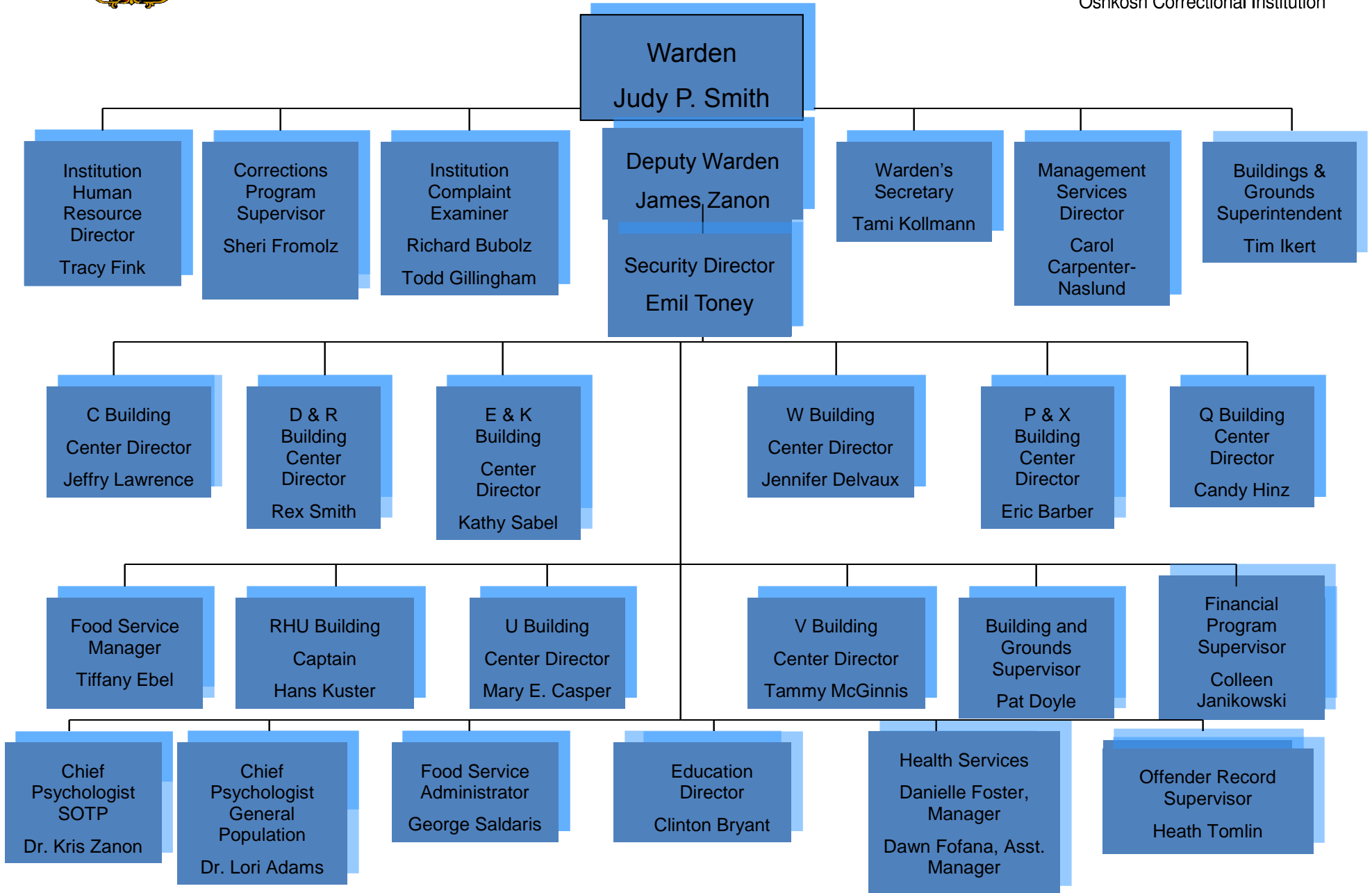
## **OSHKOSH CORRECTIONAL INSTITUTION**

**JULY 1, 2016 - JUNE 30, 2017**

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# OSHKOSH CORRECTIONAL INSTITUTION ORGANIZATION



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## MESSAGE FROM THE WARDEN

*We salute the staff of the Oshkosh Correctional Institution for the continued dedication and commitment to Oshkosh Correctional Institution. The success of OSCI is based on the hard working staff that demonstrate their willingness and effort to take on the many changes and challenges we encounter each day.*

*The fiscal year 2017 was another challenging year at Oshkosh Correctional Institution. Vacancies in key leadership occurred with the retirement of the Deputy Warden and Security Director vacancy. Positions have been filled and the transition has been smooth given the experience and skill set of the new staff.*

*A number of major projects have been bid and are in the early stages of construction. It is an exciting time to begin projects that have been in discussion and planning for many years, such as the remodel of our Health Services Unit. The building is slated for completion in 16 months with a target date of December, 2018.*

*The Oshkosh and Fox Valley communities continue to be responsive to the needs of the Institution. We are fortunate to have a large group of people who volunteer their time and talents to work with inmates at OSCI. The institution working together with the community is the strongest partnership we can offer to our inmate population.*

*We are very proud of all our staff and their contributions to Oshkosh Correctional Institution. We look forward to the future and know that we will continue to work together to meet new challenges.*

**Judy P. Smith, Warden**

## INSTITUTION MISSION AND GOALS

In keeping with the Department of Corrections Mission Statement which applies to facility-based services for adult offenders, Oshkosh Correctional Institution has the following mission:

***To protect society from unwarranted acts, both now and in the future, which may be committed by offenders referred to us for the purpose of habilitation. The primary way we can fulfill that responsibility, as far as the future is concerned, is through a program of productive adjustment.***

### Goals

1. To ensure public safety, using the least restrictive control measures feasible.
2. To promote the health, safety, dignity, and rights of offenders committed to our institution.
3. To manage resources, including community agencies and volunteers, in the most efficient, effective and practical manner consistent with the attainment of institution goals.
4. To motivate inmates to establish and implement goals; to determine what services are needed to accomplish the goals; to do whatever is possible to insure that those services are delivered; and to motivate inmates to utilize those services.
5. To develop a helping relationship between staff and inmates by being positive role models, showing mutual and equal respect for each other.
6. To develop a helping approach to problems of the inmates; all staff members have this responsibility in their daily interactions with inmates. Every contact with staff is an opportunity for learning and correcting.
7. To provide an environment which fosters and creates independent living skills by providing inmates with real choices, decision making, and the natural consequences of those choices and decisions whenever possible, and consistent with safety and security for staff, inmates, and the community.
8. To develop a sense of responsibility for self and others by building inner self-controls. Inmates will be involved in structured meaningful programs.
9. To promote a total approach to each inmates needs through addressing his physical, social and educational needs, analyzing skill deficits and addressing those deficits through relevant, proper programming.
10. To create an environment that is clean, relaxed, humanistic and conducive to helping people change.
11. To monitor and evaluate institution programs for general effectiveness and achievement of results.
12. To ensure that health care is provided to inmates consistent with professional, community and correctional health standards.

## Historical Institution Information

A new medium security prison was first proposed in 1977 in the Flad Report, which was a six year master plan commissioned by the Legislature. Wis. Stat. 301.16(lm) In that report, it was designated, "the 300 bed medium security institution shall be the Oshkosh Correctional Institution (OSCI), located north of the city of Oshkosh at the site of the DOC Winnebago Correctional Farm." Construction was started in the fall of 1984, and OSCI was activated to receive inmates in September 1986. In order to make room for the many expansion projects to the institution, the Winnebago State Prison Farm was razed and relocated to Waupun. All OSCI property was annexed to the City of Oshkosh. OSCI presently has a designed capacity of 1,494 and in 2005, reached an inmate population over 2050. Today's operating capacity is 2025.

### Oshkosh Correctional Institution Profile

- Original Site Acreage - Approximately 80 acres
- Expansion Acreage – 193 acres
- Total Site Acreage – 273 acres
- Original Interior Acreage – 43 acres
- Expansion Interior Acreage – 53
- Total Interior Acreage – 96 acres
- Perimeter Road – 2.4 acres
- Uniformed Employees 343 FTE
- Non Uniformed Employees 153 FTE

### Fiscal Year 2017 Operating Budget

<b>Salary</b>	<b>\$23,866,800</b>
<b>Fringe</b>	<b>\$12,342,306</b>
<b>Services/Supplies</b>	<b>\$410,217</b>
<b>Variable – Non Food</b>	<b>\$1,005,249</b>
<b>Food</b>	<b>\$2,074,651</b>
<b>Utilities</b>	<b>\$2,034,900</b>
<b>Maintenance</b>	<b>\$253,400</b>
<b>Total</b>	<b>\$41,987,523</b>

### Inmate Contributions-Fiscal Year 2017

<b>Child Support</b>	<b>\$ 60,284.17</b>
<b>Restitution</b>	<b>\$159,261.94</b>
<b>DNA</b>	<b>\$ 67,765.86</b>
<b>Victim Witness</b>	<b>\$ 73,466.58</b>
<b>Medical Co-Pay</b>	<b>\$ 7,195.40</b>

## Multi-Disciplinary Management

Multi-disciplinary institution management has enabled OSCI, the largest institution in the State of Wisconsin, to maintain a safe and secure environment that operates within its budget, while simultaneously facilitating productive programming, education, treatment, and work opportunities for its population of approximately 2,055 inmates.

Twelve living centers utilize multi-disciplinary teams, which include unit managers, security supervisors, social workers, correctional officers, psychologists, teachers, nurses, and program assistants. These unit teams cooperatively supervise, communicate and interact with manageable numbers of inmates drawing from readily available in-house resources that meet a wide array of inmate needs.

## Oshkosh Correctional Institution Programs

- **Education Vocational/Academic**  
Education programs are offered to inmates with academic or vocational educational needs. Inmates can earn certificate or degree programs through FVTC or MPTC. In partnership with UW-Oshkosh, inmates can participate in the Convicts to College Program.
- **Self Help, AA, NA, Circle of Recovery** groups are offered.
- **Thinking for a Change (T4C)**  
T4C is a program designed to assist offenders with identifying and restructuring thought processes that tend to lead to poor outcomes for themselves or others. Offenders are taught social skills and problem solving steps. The program participants meet 2 hours for 2-3 times per week for 15 weeks.
- **Restorative Justice - Victim Impact Group**  
The Victim Impact group sensitizes inmates to victim issues and the affect their crimes have on victims and the community, with a focus on victim empathy.
- **Domestic Violence Counseling**  
This program is offered to inmates who have an identified need for domestic violence counseling. Group meets once a week for fifteen weeks.
- **Re-entry**  
OSCI provides re-entry initiatives and programs to enhance offenders' preparation and opportunity for success after incarceration.

- **AODA Residential Program**

This is a 16 week, fulltime treatment program that provides substance abuse, domestic violence and anger management counseling to inmates.

- **Transitional Treatment Program**

The TTC program assists inmates with a diagnosed mental illness and/or developmental disability in transitioning from specialized institutions to a medium security living center in general population or a less secure environment.

- **Mental Illness Chemical Abuse (Dual Diagnosis Program) (MICA)**

The program is designated for inmates diagnosed with a substance use disorder and a major mental illness. A multi-disciplinary team coordinates treatment for these inmates.

- **Transitional Outreach Program (TOP)**

The program provides comprehensive, statewide, pre-release and post-release services to offenders with chronic mental illness who are returning to Wisconsin communities. The major goals are to minimize criminal recidivism and psychiatric deterioration, as well as to enhance community living skills. Upon release, Outreach Specialists work in collaboration with Division of Community Corrections agents to establish community contacts largely in the counties where the inmate is released.

- **Windows To Work**

The program provides a unique opportunity for County communities to address the needs of offenders through a pre and post-release educational and supportive model. The program enhances public safety by assisting communities to develop an infrastructure to integrate offenders and promote healthy development activities that will assist returning offenders to positively contribute to their communities.

- **Circles of Support**

This is a voluntary program in which individuals recently released from prison can request to be accepted as Circles participants. The ultimate goal is to reduce recidivism and make our communities safer.

- **Sex Offender Treatment Program (SOTP)**

The Sex Offender Treatment Program is designed as a therapeutic community model, which takes a minimum of 36 months to complete in order for inmates to graduate from the program inmates must meet objectives that include components of pre-treatment modules, behavioral modification, education modules and demonstrate good knowledge of relapse prevention techniques. SOTP includes the GOALS (Giving Offenders Alternative Life Skills) program for inmates with cognitive or learning challenges.



## Oshkosh Correctional Dog Program

The OSCI Service Dog Program is a community service project designated to have inmate volunteers train puppies and dogs to become service dogs for persons residing in Wisconsin. The program began in 2012 with a partnership between OSCI and OccuPaws Guide Dog Association. Dogs were trained in basic obedience for future careers as guide dogs for the visually impaired. Since that time, the program evolved and OSCI began a partnership with Journey Together Service Dogs (a nonprofit organization) located in Wisconsin. Dogs are trained to be service dogs for Veterans or crime victims with PTSD (Post Traumatic Stress Disorder). Journey Together provides the service dogs free of charge to their clients, as well as needed supplies to OSCI for care and training of the dogs. Inmates submit applications for this program that are screened by committee members. An applicant's disciplinary record, file review, work or school performance, as well as staff reviews are all considered prior to an inmate being considered for an interview. The inmate volunteers continue to be evaluated on a continuous basis for their appropriateness and positive motivation in the program. The selected inmate volunteers live with the dogs in their cells and are responsible for the dogs' health, training and well-being. Community volunteers selected by Journey Together provide training to the inmates at OSCI in a group setting on a rotating schedule.

In 2016, the Service Dog program started a partnership with Fox Valley Technical College to offer college certificates to inmate students. Inmate service dog volunteers are eligible earn Certificates in both Dog Training and Dog Grooming. The students receive 12 college credits upon completion of either certificate program. OSCI has had 9 Dog Training certificate program graduates and 5 Dog Grooming certificate program graduates.

Since December 2012, 89 inmates have helped train 73 dogs for OccuPaws with 17 graduating guide dogs. Journey Together Service Dogs has provided 35 dogs for training at OSCI since summer of 2015 with 4 graduated PTSD dogs.



### **Community Service projects**

15,370 hours of work provided by 942 inmates for community projects. Examples of projects include sign painting for the Parks and Recreation Departments, signage for several different non-profits and wood items from the maintenance department inmate workers for donations for non-profit fund raisers.

### **Horticulture program**

21,000 lbs. of produce was donated to local food pantries.

### **Vermicomposting**

Over 37,200 pounds of waste was consumed by worms which produced 10,844 pounds of worm castings.

### **Recycling**

87,785 pounds of aluminum recycled.

### **Volunteers**

Volunteers contributed over 2000 volunteer hours helping with program services at OSCI which included religious, NA, AA and Self Help groups.

### **Braille Program**

Trains qualified inmates in literary Braille transcription leading to certification by the library of Congress in Braille Transcription. Inmates produce quality Braille materials for the special needs population state-wide and throughout the country.

### **Knitting Program**

Donations of yarn from the community were used by inmates to produce more than 2,000 knitted items for social services and non-profit organizations in the surrounding five counties.

### **Fathers Sharing Books Program**

A program that involves fathers sharing and reading books with their children during visiting hours. This program has generated national interest.

## Inmate Complaints

Inmate Complaints by categories	
Category	Number
Religion	36
Correspondence and Publications	367
Discipline	212
Medical	423
Release	10
Personal Physical Conditions	92
Personal Property	582
Rules	179
Staff	406
Work and School Programs	79
Visiting	77
Food	56
Classification	24
ICRS	28
Discrimination	15
Inmate Accounts	564
BCE	2
Breach of Confidential Health Information	13
Staff Sexual Misconduct	14
Inmate Sexual Misconduct	9
Dental	19
Psychology	25
Psychiatry	10
Staff Misconduct	24
Other	289
<b>Total</b>	<b>3547</b>

## Inmate Conduct Reports

4,417 conduct reports were served and heard by the Due Process Hearing Committee. Of the 4,417 conduct reports 103 were appealed.

## **Employee Service Program**

The DOC Employee Service Program is contracted with Life Matters, an Employee Assistance Provider for employees. Life Matters provides assistance with personal concerns and the challenges staff may have with balancing work and personal life. Life Matters provides free and confidential assessment, short-term counseling, prevention, education, and referral services for staff and their dependents. OSCI has an active ESP committee and 12 peer supporters that are available to assist staff with personal concerns and issues.

## **Acronyms**

<b>AA</b>	<b>Alcoholic Anonymous</b>
<b>CGIP</b>	<b>Cognitive Intervention program</b>
<b>DOC</b>	<b>Department of Corrections</b>
<b>DVC</b>	<b>Domestic Violence Counseling</b>
<b>GOALS</b>	<b>Giving Offenders Alternative Life Skills</b>
<b>MICA</b>	<b>Mental Illness Chemical Abuse</b>
<b>NA</b>	<b>Narcotic Abuse</b>
<b>OSCI</b>	<b>Oshkosh Correctional Institution</b>
<b>PREA</b>	<b>Prison Rape and Elimination Act</b>
<b>SOTP</b>	<b>Sex Offender Treatment Program</b>
<b>TOP</b>	<b>Transitional Outreach Program</b>
<b>TTC</b>	<b>Transitional Treatment Program</b>